



THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT  
DEPARTMENT OF INDUSTRIAL ACCIDENTS

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**TO: All Interested Parties**

**FROM: Kathleen Manson, Director Office of Safety Department of Industrial Accidents**

**DATE: May 27, 2015**

**RE: Office of Safety's Workplace Safety Training & Education Grant Program**

**Program's Fiscal Year 2016 - Safety Training Grant.**

The Department of Industrial Accident's Office of Safety has released the Workplace Safety Training & Education Grant Program Application for Fiscal Year 2016.

**\*\*Please review the grant instructions and contractual paperwork instructions carefully as some requirements may have changed.**

The objective of this program is to promote safe and healthy conditions in the workplace by awarding state funds to eligible applicants who submit responses designed to provide and improve safety education and training in Occupational Safety and Health to employers/employees within the Commonwealth covered by the Massachusetts Workers' Compensation Law (M.G.L. Chapter 152). Complete instructions, will be detailed in the FY16 Safety Training Grant Application.

We have attached the original FY16 Grant Application and Contractual Documents with instructions that are required to complete your application. For your convenience, we have also attached a copy of a John Doe sample Grant Application and a John Doe sample of the Contractual Documents.

**\*\*Please remember to apply for and submit a copy of your Department of Revenue (DOR) Certificate of Good Standing with your Application from <http://www.mass.gov/dor/forms/request-a-certificate-of-good-standing.html>**

**\*\*Please note that by requesting a Certificate of Good Standing electronically via WebFile will expedite the process of obtaining your certificate.**

**\*\*Applicants must be in full compliance with all obligations to the Department of Unemployment Assistance, Department of Industrial Accidents, and any other obligations to the Commonwealth of Massachusetts.**

**\*\*Applicants found to be non-compliant will be removed from consideration until all compliance issues have been resolved.**

**Grant Applications will be accepted electronically only beginning May 26, 2015.**

**Completed Applications will be evaluated beginning June 23, 2015 and reviewed until February 26, 2016.**

**ONLY ORIGINAL CONTRACTUAL DOCUMENTS WILL BE ACCEPTED AND MUST BE SUBMITTED VIA US POST OR SIMILIAR SERVICE TO:**

Department of Industrial Accidents  
Office of Safety  
One Congress St. 10<sup>th</sup> Floor  
Boston, MA 02114

**Any questions concerning the FY16 Grant Application process can be directed to the Office of Safety automatic response system by emailing [safety@dia.state.ma.us](mailto:safety@dia.state.ma.us)**

**Any questions concerning the Contractual Paperwork can be directed to Diane Lentini by emailing [dlentini@detma.org](mailto:dlentini@detma.org)**

**Thank you**

**Office of Safety**